

City Clerk's Office Public Records Reproduction Request

Fees

	1 663
PAPER	
Photocopies	\$0.25 per printed image (double sided is \$0.50)
Oversized Copies (greater than 11 X 18)	Fees range from \$1.00 to \$4.50 (based on size)
Ward Maps	\$12.00 (Actual cost recovered)
Faxed Copies	No charge up to 10 pages, thereafter, \$0.25 per printed page – fees must be paid before releasing record copies.
ELECTRONIC	
Audio Cassette/CD	\$5.00
Video Tape/DVD - Mayor & Council Meeting	Contact Channel 12
Electronic Copy – E-Mailed	No charge up to 10 pages or if the record exists electronically, thereafter, \$0.25 per printed page – fees must be paid before releasing record copies.
PUBLICATIONS	
Tucson City Code	Available free of charge online: Municode
Tucson City Charter	
MISCELLANEOUS	
Commercial Request	The value of the reproduction on the commercial market as best determined by the public body.
Postage	Actual Cost of Postage - all fees must be paid prior to mailing of record copies.
Media Request	The first copy of each public record requested will be provided free of charge.
Public Records	Available for review in the City Clerk's office free of charge.
Agendas and Notices	Available free of charge on-line: Mayor & Council Agendas and Notices Boards and Commissions Agendas and Notices
Notary Service	Available in the City Clerk's office free of charge.

Departments will be charged for copies.

Established: 09/02/2008 in accordance with A. R. S. § 39-121